

## **APPENDIX D**

### **APPLICATION MATERIALS FOR PLANNED DEVELOPMENT SUBMISSIONS**

#### **I. BASIC SUBMISSION ITEMS**

- (A) Application form signed by the applicant and owner of record of the property.
- (B) Abutter List including the names and mailing addresses of all abutting owners of record as defined in RSA 672:3.
- (C) The application shall be accompanied by a check or cash to include a “Basic Fee” and fees for the cost of notifying abutters. The basic fee shall be in accordance with the formula established in Appendix A of the Subdivision and Site Plan Regulations. Where an application is subject to both Site Plan and Planned Development regulations, only one basic fee will be charged.
- (D) EXHIBIT. (5) copies of an accurate plan with the seal of a registered architect, landscape architect, engineer or surveyor at a minimum scale of 1 inch equals 40 feet shall be submitted. The exhibit shall include:
  - 1. Name of applicant and owner of record.
  - 2. Date, north arrow and scale.
  - 3. In table or other appropriate form: proposed number and types of uses, lot area and parking requirements.
  - 4. Boundary lines of the property including dimensions.
  - 5. Location and footprint of proposed buildings and other structures and uses.
  - 6. Location of all private streets, driveways and parking areas.
  - 7. Existing and proposed watercourses, ponds, easements, wetlands, channel encroachment lines and 100 year flood lines.
  - 8. Location of primary sewer and water lines and sewage disposal area if any.
  - 9. Existing contours at intervals of two (2) feet.
- (E) Written Description. Five copies of a written report describing the project. This shall Fees. generally include: a general description of the project, a description of the timetable for completion, means of operation and maintenance of “Private Improvements” as appropriate, and information on how each of the criteria of Section 5.12 are addressed.

#### **II. ADDITIONAL MATERIALS FOR SINGLE FAMILY PLANNED DEVELOPMENTS**

- (A) Conceptual Subdivision Plan. The conceptual subdivision plan as required by Section 5.12 for single-family Planned Development shall be consistent with the requirements of the Subdivision Regulations and Zoning Ordinance. {Duplexes are considered attached single-family and shall be treated similarly). The Plan shall include the following:
  - 1. Boundary lines of the property including dimensions.
  - 2. Existing contours at an interval appropriate to the development.
  - 3. Conceptual lot lines and right-of-way lines with dimensions.
  - 4. Lot areas identified on each lot.
  - 5. Existing and proposed watercourses, ponds, easements, wetlands, channel encroachment lines and 100 year flood lines.

6. Other physical features that may limit development on the site.
7. Location of conceptual public streets, if any, that generally meet the requirements of the “Standard Specifications” of the Highway Department.

### III. ADDITIONAL MATERIALS THAT MAY BE REQUIRED

The following are additional materials that may be required by the Board for their review, but other materials may be required beyond those listed here:

- (A) LANDSCAPING PLAN. A landscaping plan showing generally the location and type of plantings and any fencing, walls and screening. The landscaping plan may either be included on the site plan or a separate plan.
- (B) BUILDING PLANS. Building plans including floor plans, architectural building elevations, and signage plans. These plans may include one set of building plans for a number of similar structures.
- (C) UTILITY PLANS AND SPECIFICATIONS. Where the development involves either on-site or off-site public utilities, detailed plans and specifications will be required including such other documents as storm drainage and sewage discharge calculations.
- (D) PHASING PLAN. Where the Planned Development will be developed in phases, an overall site and phasing plan indicating all phases and ultimate development shall be submitted.
- (E) IMPROVEMENTS AGREEMENT AND SURETY. Where the Board determines that Timely and proper completion of “private improvements” is necessary for the coordinated occupancy of units, the Board may require an “Improvement Agreement” as well as a bond or other form of surety necessary to insure the completion of the improvements.
- (F) GRADING PLAN. A grading plan may be required showing existing and proposed Contours with an interval of 2 feet along with the layout of streets and drainage.